Index of Articles

Volume 58—January 1979 through December 1979

Affirmative Action Programs: Have We Forgotten the First-Line Supervisor?	Tove Helland Hammer	(June)	384
Arbitral Views of Alcoholism Cases	Dale E. Andrewson	(May)	318
Basic Model of Manager Development, A	Edward J. Mandt	(June)	395
Battle Over Retirement Policies and Practices, The	Thomas S. Litras	(Feb.)	102
Behaviorally Anchored Rating Scales—MBO's Missing Ingredient	William J. Kearney	(Jan.)	20
Calculating Sick Leave and Vacation with an Hourly Accrual System	Patrick M. Towle	(May)	303
Care and Management of EDP Specialists, The	Carl Stephen Guynes	(Oct.)	703
Coming Face to Face with Rehabilitation	Patricia N. Hunter Rosalind R. Zuger	(Jan.)	41
Communications Paradox, The (Panel Report)		(July)	441
Conflict in the Work Place and How to Manage It	Kathryn Welds	(June)	380
Contribution or Commitment? (A Motivational Fable)	Larry G. McDougle	(Sept.)	584
Corporations Who Succeed through Communication—Three Case Histories	Fred A. Olsen	(Dec.)	858
Creative Decision Making and the Organization	David R. Wheeler	(June)	374
Criteria Which Are Not Purely Economic—The Lesson of the Coalminers' Strikes	George Sherman	(Dec.)	831
Critique of Three Current Typing Tests, A	Birdie H. Holder	(May)	291
Customized Approach to Management Development, A	Ernest D. Jobe W. Randy Boxx D.L. Howell	(Mar.)	150
Defining Line and Staff Roles in Collective Bargaining	George E. Constantino, Jr.	(Oct.)	689
Designing an Appraisal System That Is Fair and Accurate	John B. McMaster	(Jan.)	38
Designing and Implementing Your Company's Affirmative Action Program	David A. Brookmire	(Apr.)	232
Different Approach to Merit Increases, A	Douglas L. Fleuter	(Apr.)	225
Do We Still Need Labor Unions?	Kenneth A. Kovach	(Dec.)	849
Don't Fire Your Executives—Trade Them	Ronald A. Brooks	(May)	308
Dynamics of the Group Outplacement Workshop, The	William J. Broussard Robert J. DeLargey	(Dec.)	855
ERISA & "Prudent" Pension Plan Investment: A Decision-Theory Model	Paul S. Greenlaw Robert L. Monske	(Sept.)	600
Employee Relations, A Matter of Variables	Boris Blai, Jr.	(Aug.)	521
Employee Theft and Organizational Climate	William L. Taylor Joseph P. Cangemi	(Oct.)	686
Evaluating Personnel Programs through the Reversal Technique	Fred Luthans Terry L. Maris	(Oct.)	692
Examining the Quality Control Circle	Ed Yager	(Oct.)	682
Four Steps to an Organization/Human Resource Plan	David L. Chicci	(June)	390
Guide to Customized Leadership Training and Development, A	John W. Lawrie	(Sept.)	593
Guide to R&D Career Pathing, A	Donald Grass	(Apr.)	227
Guidelines to Corrective Discipline	Leon D. Boncarosky	(Oct.)	698
How (and How Not) to Approach Job Enrichment	Antone F. Alber	(Dec.)	837
How to Calculate an Employee Relations Index	William B. Cash, Jr.	(Mar.)	172
How to Reduce Turnover by Creating a Positive Work Climate	Robert E. Kushell	(Aug.)	551
How to Respond to an Impending Strike	John G. Kilgour	(Feb.)	98
Hows and Whys of Team Building, The	H. Kent Baker	(June)	367
Human Resource System That Lives Up to Its Name, A	Bob D. Hilton	(July)	460

Index of Articles

Volume 58—January 1979 through December 1979

Affirmative Action Programs: Have We Forgotten the First-Line Supervisor?	Tove Helland Hammer	(June)	384
Arbitral Views of Alcoholism Cases	Dale E. Andrewson	(May)	318
Basic Model of Manager Development, A	Edward J. Mandt	(June)	395
Battle Over Retirement Policies and Practices, The	Thomas S. Litras	(Feb.)	102
Behaviorally Anchored Rating Scales—MBO's Missing Ingredient	William J. Kearney	(Jan.)	20
Calculating Sick Leave and Vacation with an Hourly Accrual System	Patrick M. Towle	(May)	303
Care and Management of EDP Specialists, The	Carl Stephen Guynes	(Oct.)	703
Coming Face to Face with Rehabilitation	Patricia N. Hunter Rosalind R. Zuger	(Jan.)	41
Communications Paradox, The (Panel Report)		(July)	441
Conflict in the Work Place and How to Manage It	Kathryn Welds	(June)	380
Contribution or Commitment? (A Motivational Fable)	Larry G. McDougle	(Sept.)	584
Corporations Who Succeed through Communication—Three Case Histories	Fred A. Olsen	(Dec.)	858
Creative Decision Making and the Organization	David R. Wheeler	(June)	374
Criteria Which Are Not Purely Economic—The Lesson of the Coalminers' Strikes	George Sherman	(Dec.)	831
Critique of Three Current Typing Tests, A	Birdie H. Holder	(May)	291
Customized Approach to Management Development, A	Ernest D. Jobe W. Randy Boxx D.L. Howell	(Mar.)	150
Defining Line and Staff Roles in Collective Bargaining	George E. Constantino, Jr.	(Oct.)	689
Designing an Appraisal System That Is Fair and Accurate	John B. McMaster	(Jan.)	38
Designing and Implementing Your Company's Affirmative Action Program	David A. Brookmire	(Apr.)	232
Different Approach to Merit Increases, A	Douglas L. Fleuter	(Apr.)	225
Do We Still Need Labor Unions?	Kenneth A. Kovach	(Dec.)	849
Don't Fire Your Executives—Trade Them	Ronald A. Brooks	(May)	308
Dynamics of the Group Outplacement Workshop, The	William J. Broussard Robert J. DeLargey	(Dec.)	855
ERISA & "Prudent" Pension Plan Investment: A Decision-Theory Model	Paul S. Greenlaw Robert L. Monske	(Sept.)	600
Employee Relations, A Matter of Variables	Boris Blai, Jr.	(Aug.)	521
Employee Theft and Organizational Climate	William L. Taylor Joseph P. Cangemi	(Oct.)	686
Evaluating Personnel Programs through the Reversal Technique	Fred Luthans Terry L. Maris	(Oct.)	692
Examining the Quality Control Circle	Ed Yager	(Oct.)	682
Four Steps to an Organization/Human Resource Plan	David L. Chicci	(June)	390
Guide to Customized Leadership Training and Development, A	John W. Lawrie	(Sept.)	593
Guide to R&D Career Pathing, A	Donald Grass	(Apr.)	227
Guidelines to Corrective Discipline	Leon D. Boncarosky	(Oct.)	698
How (and How Not) to Approach Job Enrichment	Antone F. Alber	(Dec.)	837
How to Calculate an Employee Relations Index	William B. Cash, Jr.	(Mar.)	172
How to Reduce Turnover by Creating a Positive Work Climate	Robert E. Kushell	(Aug.)	551
How to Respond to an Impending Strike	John G. Kilgour	(Feb.)	98
Hows and Whys of Team Building, The	H. Kent Baker	(June)	367
Human Resource System That Lives Up to Its Name, A	Bob D. Hilton	(July)	460

Improving Telephone Communication	Betsy Emish Stevens	(Feb.) 74
In Praise of Monetary Motivation	John S. Piamonte	(Sept.) 597
In-House Supervisory Training Programs: High Caliber, High Impact	Stanley D. Truskie	(June) 371
Intensification of the Personnel Role, The	Lawrence A. Wangler	(Feb.) 111
Labor Turnover Costs: Measurement and Control	Thomas F. Cawsey William C. Wedley	(Feb.) 90
Legal Perspective on the Bakke Decision, A	Stephen E. Tallent	(May) 296
Link Between Employee Morale and Office Location, The	Michael R. Carrell John Vahaly	(June) 360
Long-Range Model for Organizational Chaos at Any Level, A	Larry B. Meares	(July) 473
MJS: Management by Job Standards	R. Randall Hoffman	(Aug.) 536
Management for More Effective Staff Meetings	William P. Anthony	(Aug.) 547
Management Recruitment Is a Two-Way Street	Richard M. Coffina	(Feb.) 86
Managerial Leadership in Perspective: Getting Back to Basics	Burt K. Scanlan	(Mar.) 168
Managing Stress Means Managing Time	Randall S. Schuler	(Dec). 851
Mobility and the Dual-Career Couple	Cathleen E. Maynard Robert A. Zawacki	(July) 468
Navigating the Backwaters: Personnel and Data Processing	Grant H. Morris	(July) 476
New Dimensions in Sunshine Bargaining	Edward L. Suntrup	(Mar.) 157
New Look at Promotion from Within, A	Herbert J. Sweeney Kenneth S. Teel	(Aug.) 531
New Personnel Professional: Responsive to Change, The (Panel Report)		(Jan.) 17
Nine Strategies for Productivity Improvement	Lawrence M. Baytos	(July) 449
Nonverbal Communication Can Be a Motivational Tool	John E. Baird, Jr. Gretchen K. Wieting	(Sept.) 607
Now You Can Micro-Computerize Your Personnel System	Larry E. Short	(Mar.) 154
Nurses' Management Problems and Their Training Implications	John E. Dittrich James R. Lang Sam E. White	(May) 314
Organizing for Strength	Clay Sherman	(July) 437
Overcoming the Inefficiencies of an Overspecialized Title Structure	Peter Allan Stephen Rosenberg	(Mar.) 164
Past and Current Trends in Negligence and Incompetence Arbitration	Gail Schur White	(Nov.) 795
Personnel/Industrial Relations Report, The– An Overview of Current Personnel Salaries	Steven Langer	(Sept.) 589
Personnel Leadership in Action: Doing Something about Health Care Cost Containment (Panel Report)		(Nov.) 751
Personnel Perspective on Pay-for-Performance, A	N.B. Winstanley	(Nov.) 758
Placement Standards Check List, A	Robert C. Thompson	(Oct.) 685
Planning for the Selection Interview	Jeffrey D. Latterell	(July) 466
Polygraph in Employment: Some Unresolved Issues, The	Philip G. Benson Paul S. Krois	(Sept.) 616
Progress Report on the Bolivar Quality of Work Life Project, A	Barry A. Macy	(Aug.) 527
Put-Down Techniques: Are You Guilty of Them?	William R. Tracey	(May) 311
Rx for Performance Appraisals, An	Richard A. Morano	(May) 306
Rehabilitating the Troubled Employee	Frank E. Kuzmits Henry E. Hammons, II	(Apr.) 238
Rethinking Retirement-Age Policy in the United States and Canada	Sara E. Rix	(Nov.) 780
Reviewing Your Training and Development Activities	Lawrence Lien	(Nov.) 791
Role of Common Law in Just Cause Disputes, The	Wallace B. Nelson	(Aug.) 541
Role of Delegation in Improving Productivity, The	James G. Lagges	(Nov.) 776

Selecting and Preparing Personnel for Overseas Transfers	Alison R. Lanier	(Mar.) 160
Simple Formula for Building Employee Morale, A	Mary Shaffer	(Mar.) 144
Simple Selection System Called "Jobmatch," A	Paul Sheibar	(Jan.) 26
Some Practical Implications of the Pregnancy Discrimination Act	Paul S. Greenlaw Diana L. Foderaro	(Oct.) 677
Staffing Grid: An Integrated Approach to Organizational Development, The	Lance A. Berger	(Aug.) 544
System Changes Begin in the Training Department	Arthur E. Wallach	(Dec.) 846
Technical Knowledge or Managerial Skills? (Recruiting Graduates Who Have Both)	Donald H. Brush	(Nov.) 771
Techniques of Planning in Employee Relations	Douglas B. Gehrman	(Nov.) 761
Theories of Motivation—Borrowing the Best	David E. Terpstra	(June) 376
Total Personnel System, The	Sidney H. Simon	(Dec.) 842
Toward a More Comprehensive Career Planning Program	Stephen L. Cohen Herbert H. Meyer	(Sept.) 611
Underutilization in Affirmative Action Programs: What Is It and What Can We Do about It?	Donald Gaymon	(July) 456
Union Views on Job Evaluation: 1971 vs. 1978	Harold D. Janes	(Feb.) 80
Unsung Benefits of Employee Savings Plans, The	Edward C. Katz	(Jan.) 30
Update: New Rights for Pregnant Employees	Patricia M. Lines	(Jan.) 33
What's Wrong with Being "Fired"?	Donald H. Sweet	(Oct.) 672
When the Traditional Job Description Is Not Enough	Donald E. Klingner	(Apr.) 243
Worker Productivity: Technology or People? (Interview)		(Apr.) 209

Index of Authors

Alber, Antone F. 837
Allan, Peter 164
Andrewson, Dale E. 318
Anthony, William P. 547
Baird, Jr., John E. 607
Baker, H. Kent 367
Baytos, Lawrence M. 449
Benson, Philip G. 616
Berger, Lance A. 544
Blai, Jr., Boris 521
Boncarosky, Leon D. 698
Boxx, W. Randy 150
Brookmire, David A. 232
Brooks, Ronald A. 308
Broussard, William J. 855
Brush, Donald H. 771
Cangemi, Joseph P. 686
Carrell, Michael R. 360
Cash, Jr., William B. 172
Cawsey, Thomas F. 90
Chicci, David L. 390
Coffina, Richard M. 86
Cohen, Stephen L. 611
Constantino, Jr., George E. 689
DeLargey, Robert J. 855
Dittrich, John E. 314
Fleuter, Douglas L. 225
Foderaro, Diana L. 677
Gaymon, Donald 456
Gehrman, Douglas B. 761
Grass, Donald 227
Greenlaw, Paul S. 600/677
Guynes, Carl Stephen 703
Hammer, Tove Helland 384
Hammons, II, Henry E. 238
Hilton, Bob D. 460
Hoffman, R. Randall 536
Holder, Birdie H. 291
Howell, D.L. 150
Hunter, Patricia N. 41
Janes, Harold D. 80
Jobe, Ernest D. 150
Katz, Edward C. 30
Kearney, William J. 20
Kilgour, John G. 98
Klingner, Donald E. 243
Kovach, Kenneth A. 849
Krois, Paul S. 616
Kushell, Robert E. 551
Kuzmits, Frank E. 238
Lagges, James G. 776
Lang, James R. 314
Langer, Steven 589
Lanier, Alison R. 160
Latterell, Jeffrey D. 466
Lawrie, John W. 593
Lien, Lawrence 791
Lines, Patricia M. 33
Litras, Thomas S. 102
Luthans, Fred 692
Macy, Barry A. 527
Mandt, Edward J. 395
Maris, Terry L. 692
Maynard, Cathleen E. 468
McDougle, Larry G. 584
McMaster, John B. 38
Meares, Larry B. 473
Meyer, Herbert H. 611
Monske, Robert L. 600
Morano, Richard A. 306
Morris, Grant H. 476
Nelson, Wallace B. 541
Olsen, Fred A. 858
Piamonte, John S. 597
Rix, Sara E. 780
Rosenberg, Stephen 164
Scanlan, Burt K. 168
Schuler, Randall S. 851
Shaffer, Mary 144
Sheibar, Paul 26
Sherman, Clay 437
Sherman, George 831
Short, Larry E. 154
Simon, Sidney H. 842
Stevens, Betsy Emish 74
Suntrup, Edward L. 157
Sweeney, Herbert J. 531
Sweet, Donald H. 672
Tallent, Stephen E. 296
Taylor, William L. 686
Teel, Kenneth S. 531
Terpstra, David E. 376
Thompson, Robert C. 685
Towle, Patrick M. 303
Tracey, William R. 311
Truskie, Stanley D. 371
Vahaly, John 360
Wallach, Arthur E. 846
Wangler, Lawrence A. 111
Wedley, William C. 90
Welds, Kathryn 380
Wheeler, David R. 374
White, Gail Schur 795
White, Sam E. 314
Wieting, Gretchen K. 607
Winstanley, N.B. 758
Yager, Ed 682
Zawacki, Robert A. 468
Zuger, Rosalind R. 41